



# Introduction to Michigan Continuous School Improvement (MI-CSI)

Keesha Fife  
Karla Browning  
Public School Academies Unit

# Today's Presentation

- ▶ Who is in the room?
- ▶ What is School Improvement
- ▶ Who is involved in the process?
- ▶ Components of a School Improvement Plan
- ▶ How does the SI Plan impact the school's budget?
- ▶ Will my plan be audited?
- ▶ Important Due Dates
- ▶ Where do I start?
- ▶ Where can I get assistance? (Links)

# What is School Improvement?

**Mindset**



**Process**



**Document**



# Introduction

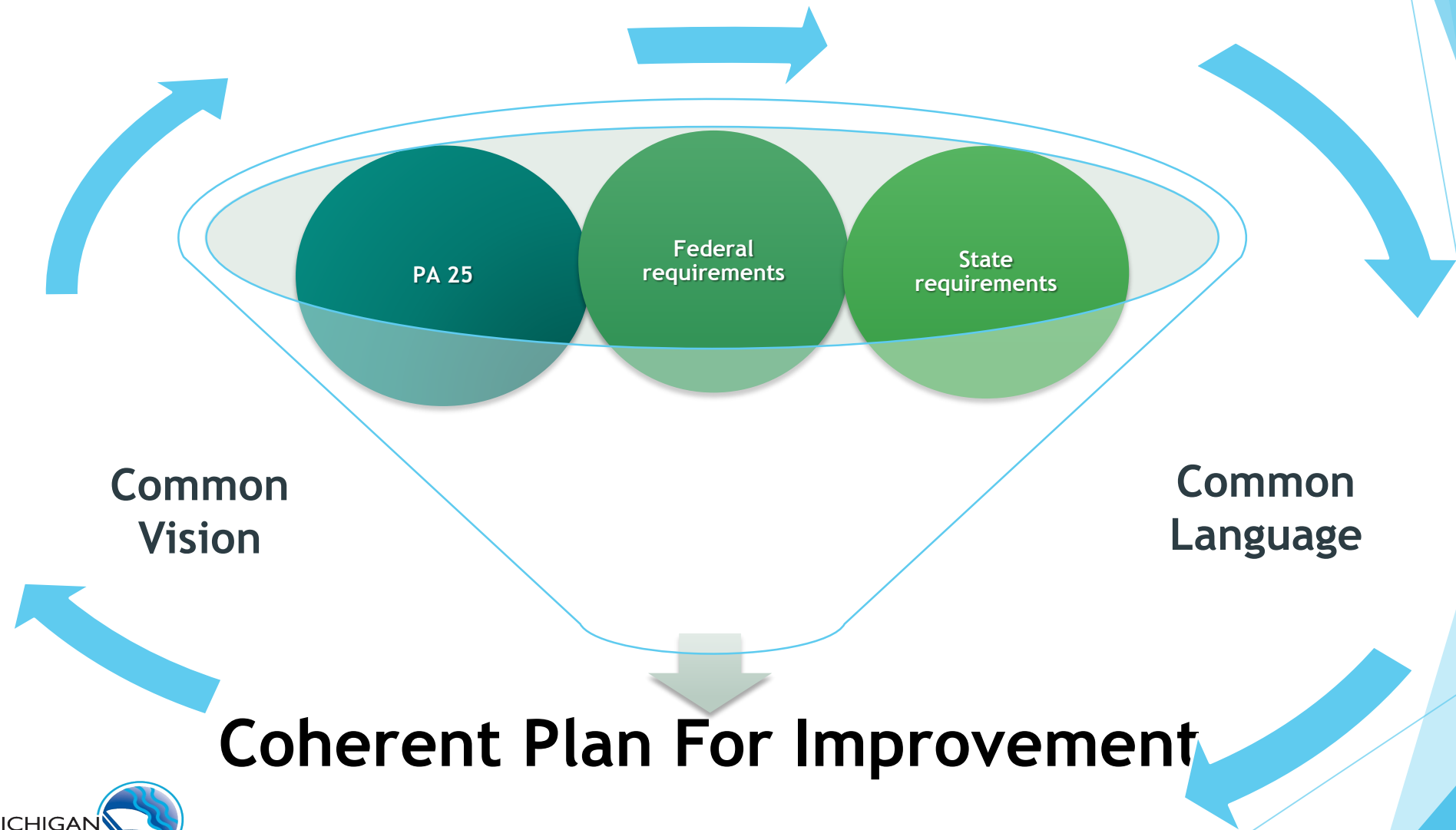


**Public Act  
25 of  
1990**

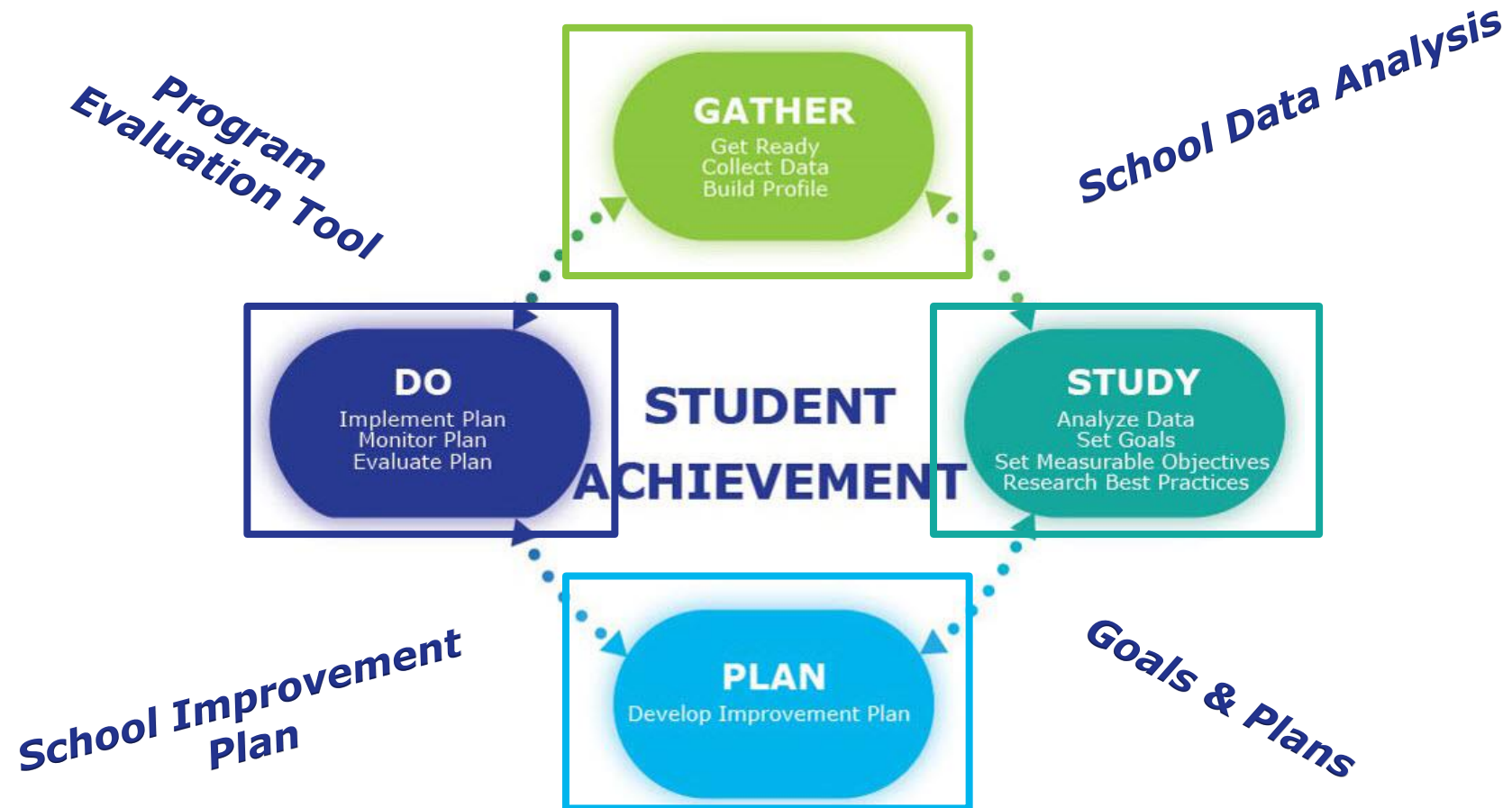
**3-5 year  
plan**



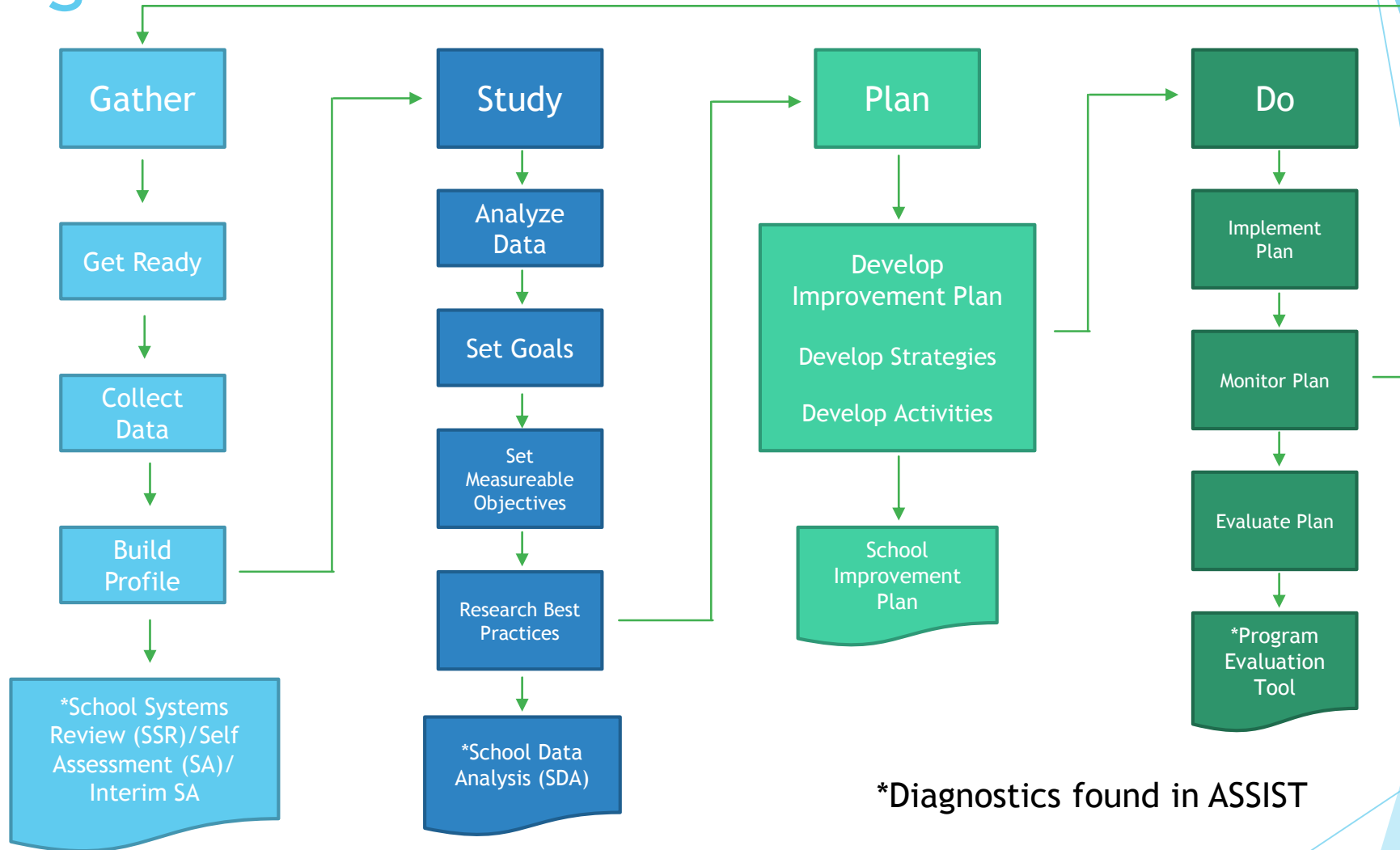
# One Voice - One Plan



# Michigan Continuous School Improvement Process Cycle (MI-CSI)



# The Big Picture



# Process and Products

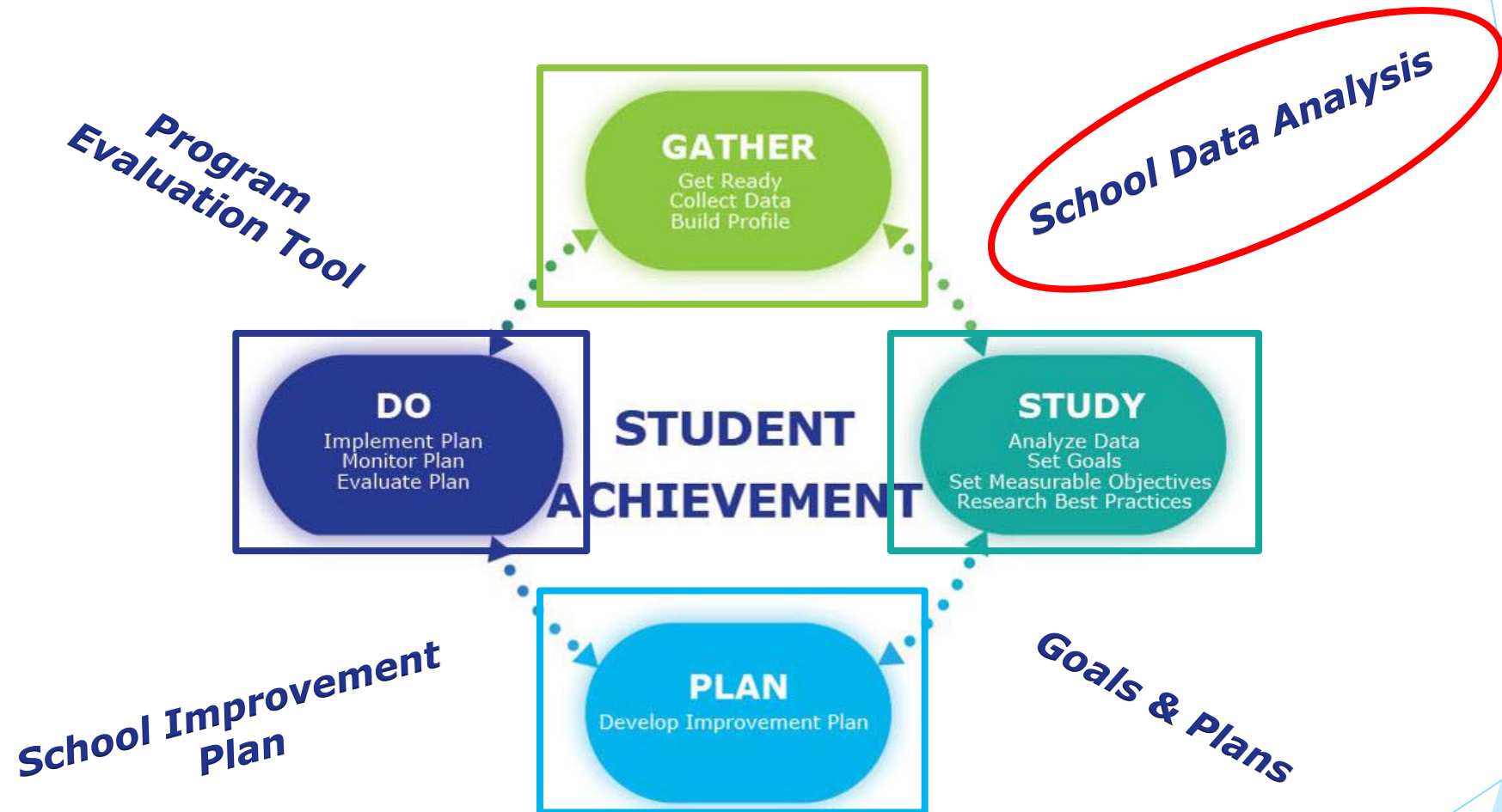
Stage	Processes	Products
<b>GATHER</b>	<ul style="list-style-type: none"> <li>• Get Ready</li> <li>• Collect Data</li> <li>• Build Profile</li> </ul>	<ul style="list-style-type: none"> <li>• School Systems Review*</li> <li>• Interim Self Assessment</li> <li>• Self Assessment</li> </ul>
<b>STUDY</b>	<ul style="list-style-type: none"> <li>• Analyze Data</li> <li>• Set Goals</li> <li>• Set Measurable Objectives</li> <li>• Research Best Practices</li> </ul>	<ul style="list-style-type: none"> <li>• School Data Analysis (SDA)*</li> </ul>
<b>PLAN</b>	<ul style="list-style-type: none"> <li>• Develop improvement plan                             <ul style="list-style-type: none"> <li>• Develop strategies</li> <li>• Develop activities</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• School Improvement Plan</li> </ul>
<b>DO</b>	<ul style="list-style-type: none"> <li>• Implement the Plan</li> <li>• Monitor the Plan</li> <li>• Evaluate the Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Program Evaluation Tool*</li> </ul> <p><i>*Diagnostic in ASSIST</i></p>



# Staffing

- ▶ Stakeholder representation
  - ▶ Teachers
  - ▶ Students
  - ▶ Parents
  - ▶ Board
  - ▶ Community
  - ▶ Support Staff
- ▶ Coordinator/Chairperson
- ▶ Technical Assistance
  - ▶ MDE
  - ▶ ISD

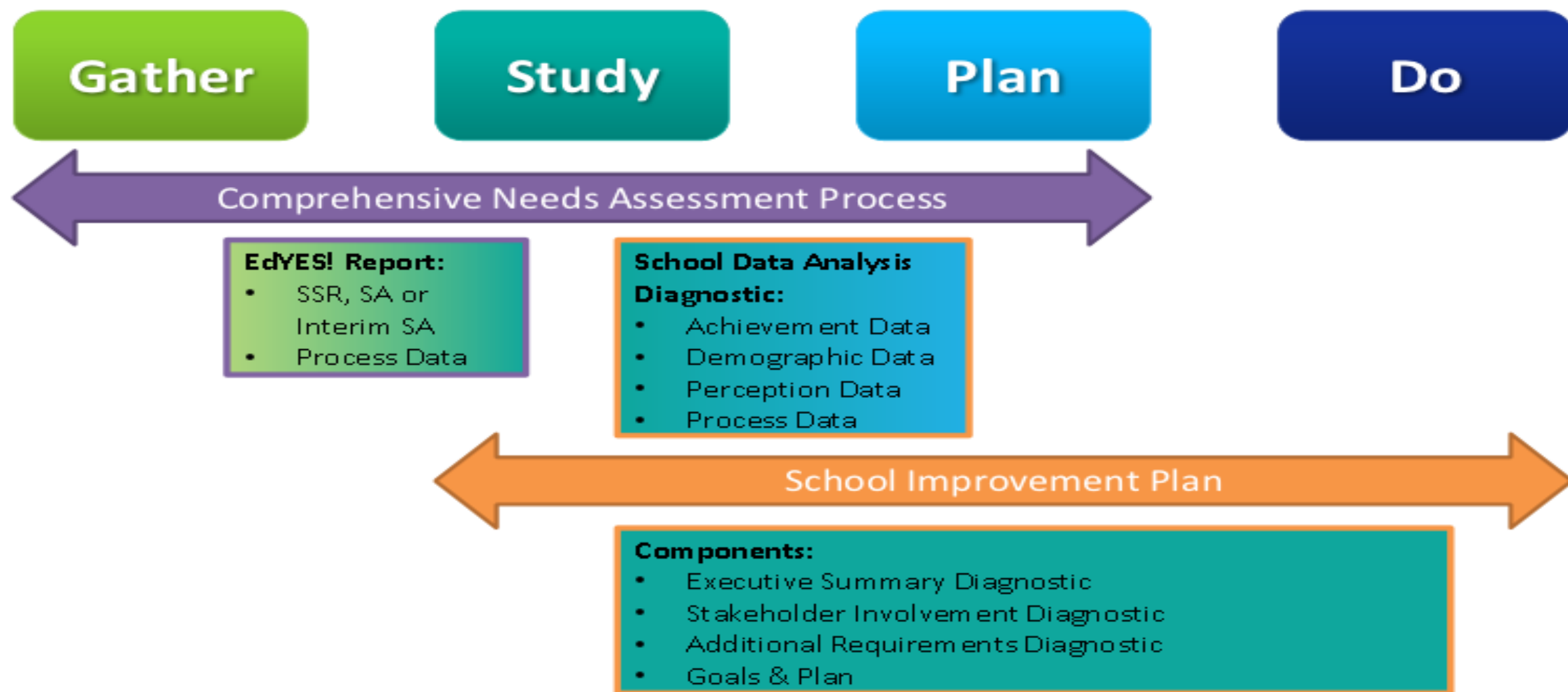
# MI-CSI Process Cycle



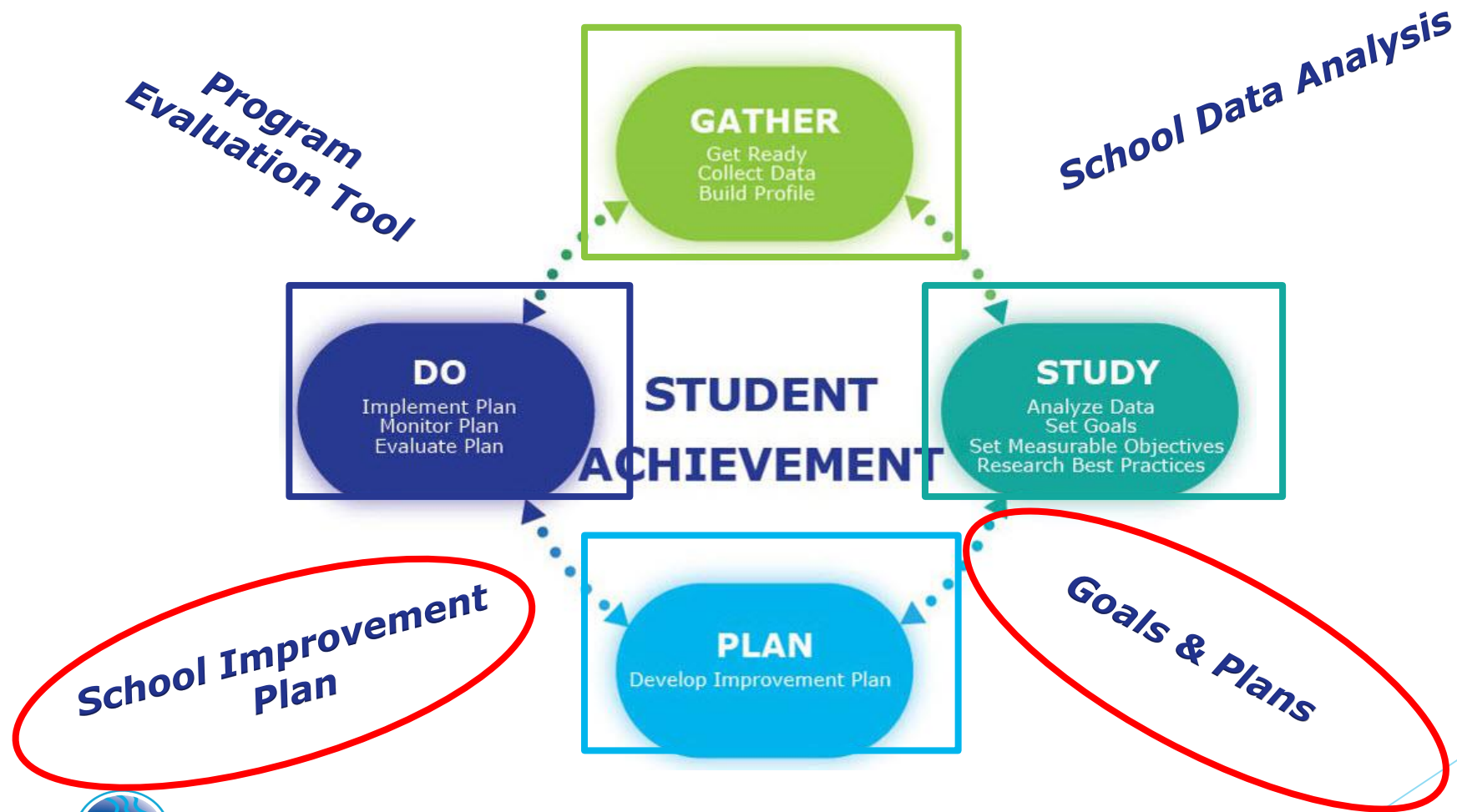
# Comprehensive Needs Assessment

- ▶ Michigan's comprehensive needs assessment is the first step in developing a school or district improvement plan.
- ▶ CNA is a process. Teams gather and study multiple sources of data and information.
  - ▶ Enrollment, attendance (student and staff), referrals, suspensions, expulsions, staff years of experience, demographics (student and staff), perceptual data from staff, students and other stakeholders
- ▶ Strengths and challenges are identified and discussed.
- ▶ Conclusions from this analysis drive the goals, objectives, strategies and activities that form the meat of the School Improvement Plan.
- ▶ The [School Data Analysis](#) template provides the framework for reporting the results of the comprehensive needs assessment. The template is submitted in ASSIST annually by June 30.

# Continuous School Improvement Tools



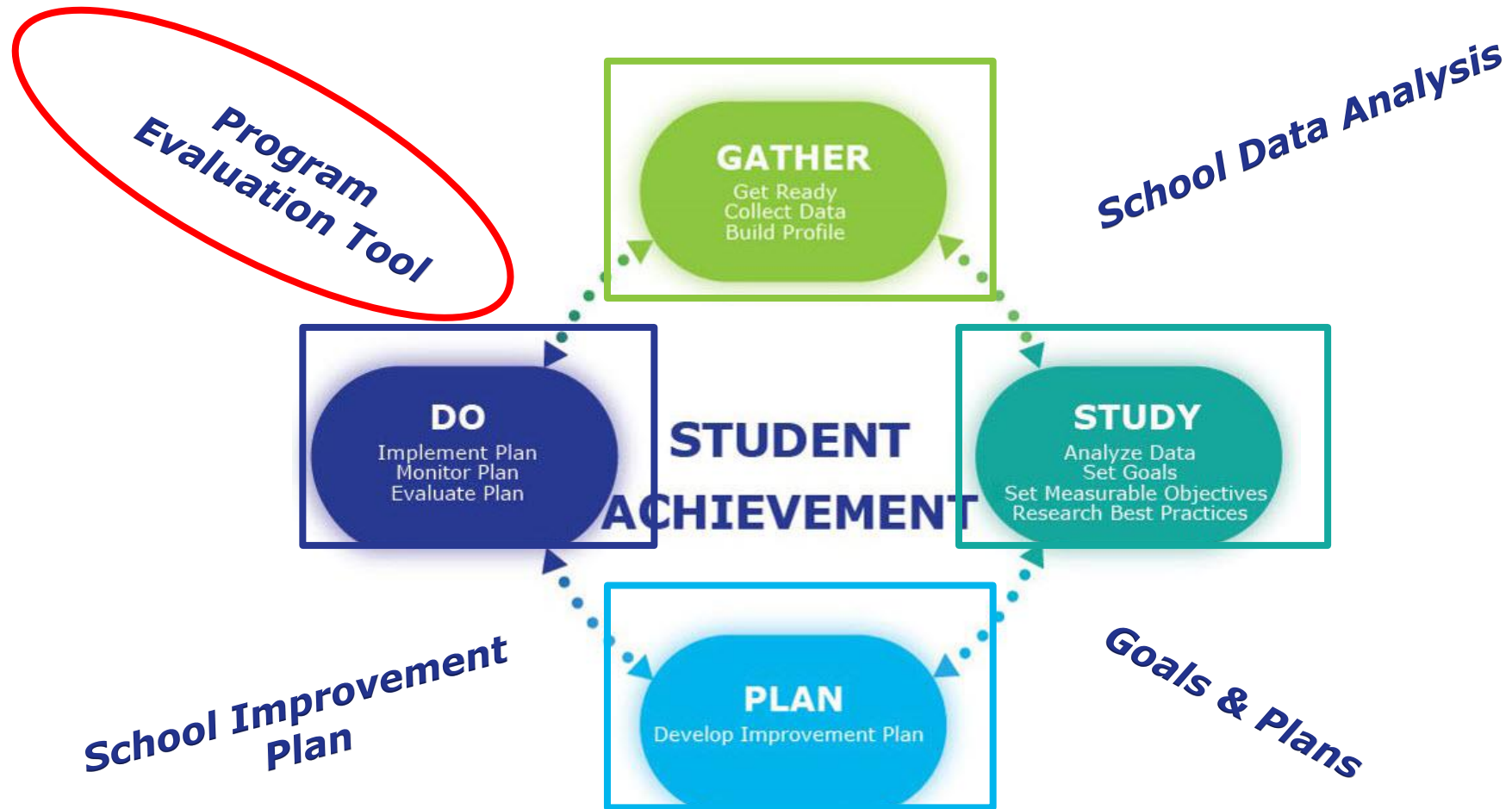
# MI-CSI Process Cycle



# The Budget

- ▶ SI Process, Goals, Activities all align to consolidated application
- ▶ The SI plan sets forth a school's goals and objectives
- ▶ Goals and objectives are achieved through strategies and activities
- ▶ Strategies and activities require funding
- ▶ The process and plan drive the budget
- ▶ Common mistake: treating symptoms rather than root causes
  - ▶ Example: purchasing an entire new curriculum to address weak math scores without ruling out all other possible causes: implementation, attendance, time on task, culture and climate issues

# MI-CSI Process Cycle



# Why Is MDE Requiring Program Evaluation?

- ▶ To positively impact student achievement and close gaps for the subgroups
- ▶ To ensure that high quality planning, implementation and evaluation are part of the Continuous Improvement Process
- ▶ To ensure ongoing engagement of multiple stakeholders (students, teachers, parents/community, administrators) in the planning and evaluation process
- ▶ To maximize the use of resources to impact student learning
- ▶ To provide documentation of program implementation to inform future decision-making
- ▶ To meet state and federal requirements.



# State and Federal Requirements

## MICHIGAN (PA 25)

- ☐ Annual evaluation of the implementation and impact of the School Improvement Plan
- ☐ Modification of the plan based on evaluation results

## FEDERAL (ESEA)

- ☐ Annual evaluation of all federal programs—effectiveness & impact on student achievement, including subgroups
- ☐ Modification of the plan based on evaluation results

*ISDs/RESAs are required by PA25 to provide technical assistance to schools and districts to develop annual evaluations. ESEA requires annual evaluations of programs funded by the federal programs such as Title I, Part A, C, D; Title II and Title III.*

# What to Evaluate?

Districts and Schools are required to select one:

- ▶ Strategy
- ▶ Program
- ▶ Initiative

....that would *most* impact on student achievement and close the achievement gaps.

# Resources on PET

- ▶ The MDE Program Evaluation Tool is available on ASSIST as a template
- ▶ Training resources on PET are available on the Office of Field Services website:
  - ▶ [http://michigan.gov/mde/0,4615,7-140-6530\\_30334\\_51051-328384--,00.html](http://michigan.gov/mde/0,4615,7-140-6530_30334_51051-328384--,00.html)
- ▶ MDE is preparing a Guide to further assist LEAs and schools in improving the quality of evaluations submitted in the ASSIST. The Guide will be shared at the Special Populations and School Improvement fall conferences

# Audits

- ▶ SI Plans and processes are not audited
- ▶ SI Plans and subject to two types of reviews
  - ▶ School Improvement Review (SIR) Visits performed by ISD staff
  - ▶ Plan Reviews performed by MDE contracted staff

# School Improvement Review (SIR) Visits

- ▶ Offered as a service by certain ISDs as a check/balance, outside perspective, means to ensure internal accountability
- ▶ External Team visits the school
  - ▶ The team generally includes a Lead who has received specialized training,
  - ▶ An ISD representative
  - ▶ Additional participants who have experience in the field and ISD training
- ▶ Three day process follows an established protocol including
  - ▶ Data analysis
  - ▶ Classroom observations
  - ▶ Focus group interviews - staff, student, stakeholder
  - ▶ Feedback report

# Plan Reviews by MDE

- ▶ Performed annually on a subset of Michigan districts (last year 163)
  - ▶ List of schools is generated randomly by Office of Evaluation, Strategic Research and Accountability
  - ▶ Reviews take place during the month of September
- ▶ Reviewers are under contract with MDE's School Improvement Support Unit
- ▶ Reviewers follow an established protocol using an evaluation tool (Excel spreadsheet) to look at goals, objectives strategies and activities
- ▶ Feedback provided to the school (currently this happens in February following the review; changes are in the works)
- ▶ Aggregate information provided to the State legislature in a report compiled by MDE's School Improvement Support Unit

# Due Dates

- ▶ SI Plan
  - ▶ June 30 Single Building District
  - ▶ September 1 Multi Building District (school level plans and district level plan)
- ▶ Program Evaluation
  - ▶ June 30
- ▶ If my plan is 3 - 5 years, what do I do years 2, 3 and 4
  - ▶ Carry out activities slated for implementation in years 2, 3 and 4
  - ▶ Make changes in goals and strategies based on new data, program evaluation, SIR visit feedback, MDE plan review feedback
  - ▶ Updates plan components based on changes in staffing, education program, testing requirements, state and federal requirements

# Where Do I Start?

- ▶ Determine staff roles
  - ▶ School Improvement Coordinator/Chair
  - ▶ Other involved individuals (all stakeholder groups represented)
- ▶ Coordinator training
- ▶ Schedule the time into the school calendar
  - ▶ Evenings
  - ▶ Weekends
  - ▶ Professional Development Days
  - ▶ PLC time
  - ▶ Staff meetings
- ▶ Compensation?



# Links

- ▶ Where is this presentation posted?
  - ▶ Go to [www.Michigan.gov/charters](http://www.Michigan.gov/charters)
  - ▶ Click Resources for Existing Charter Schools
- ▶ Where do I find my ISD support person
  - ▶ <http://www.advanc-ed.org/partnership/mde> (scroll down)
- ▶ Where can I get help using the ASSIST platform
  - ▶ <http://www.advanc-ed.org/partnership/mde> (see Quick Guides and Training)
- ▶ Program Evaluation Tools and Resources
  - ▶ [http://www.michigan.gov/mde/0,4615,7-140-6530\\_30334\\_51051-328384--,00.html](http://www.michigan.gov/mde/0,4615,7-140-6530_30334_51051-328384--,00.html)
- ▶ Who do I call at MDE
  - ▶ <http://www.advanc-ed.org/partnership/mde> (scroll down for email links)
  - ▶ MDE's School Improvement Support Unit (517) 335-2957
- ▶ General Charter School Questions
  - ▶ [www.Michigan.gov/charters](http://www.Michigan.gov/charters) (517) 373-4631